



Texas Southmost College

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TEXAS SOUTHMOST COLLEGE DISTRICT

Minutes of the Regular Meeting of the Board of Trustees

May 16, 2024

The Board of Trustees of the Texas Southmost College District convened in open session on May 16, 2024 at 5:30 p.m. Board Members present were Ms. Adela Garza, Chair; Mr. J.J. De Leon, Vice Chair; Ms. Alejandra Aldrete, Secretary; Dr. Tony Zavaleta; and Mrs. Delia Saenz. Also present was Dr. Jesús Roberto Rodríguez, President of Texas Southmost College. Absent was Ms. Eva Alejandro.

Board of Trustees

Adela G. Garza
Chair

J.J. De Leon, M.Ed.
Vice Chair

Alejandra Aldrete, M.Ed.
Secretary

Ruben Herrera, J.D. †
Tony Zavaleta, Ph.D.

Eva Alejandro

Delia Saenz

TSC President

Jesus Roberto Rodriguez, Ph.D.

REGULAR MEETING MINUTES

1. Call to Order

The meeting was called to order by Chair Garza at 5:30 p.m. She called role and confirmed a quorum.

2. Pledges of Allegiance

Trustee Zavaleta led the United States Pledge of Allegiance and the Texas Pledge of Allegiance.

3. Public Comment

Chair Garza asked if there were any speakers signed up for public comment. There were no public speakers.

4. Chairwoman's Report

Chair Garza presented the following items:

Coffee with the BISD Superintendent

Chair Garza, Vice Chair De Leon, Trustee Alejandro, and President Rodriguez attended the Brownsville Independent School District's Coffee with the Superintendent event on May 2nd. She said she was very proud to claim the new superintendent, Dr. Jesus H. Chavez, as a TSC alumnus, and she looks forward to continuing TSC's strong partnership with BISD.

State of the City

Chair Garza reported that she attended Mayor John Cowen's State of the City event, which was held at the TSC Performing Arts Center. She said it was a very organized and well-run event.

Commencement

Chair complimented the Scorpion community for coordinating another fantastic commencement day for TSC graduates. She remarked that this is where the community can observe the results of all the hard work of the Board, faculty, and staff. TSC had a record number of students graduating this year - 1,052. She noted that there were also a record number of guests accompanying their graduates, and the President did an excellent job of accommodating the guests at the TSC Performing Arts Center. President Rodríguez said the TSC team worked with the families who needed to access the overflow space, and that the large attendance was a true testament to the students, family, and loved ones who want to be a part of the graduation ceremony.

5. President's Report

Chair Garza called on President Rodríguez to present his report.

Commencement

President Rodríguez said he shares the community's pride for the newest Scorpion alumni, who graduated over the weekend, and he extended a heartfelt thank you to Dr. Jesús Chavez, BISD Superintendent, for his inspiring message to the graduates at all three ceremonies. Overall, the number of graduates grew by 44% as compared to last spring. The dual enrollment cohort grew by 66% over last spring to 490 graduates. Increasing the total number of graduates each year fulfills the college's commitment to its values of access, excellence, and success for the communities it serves. He thanked Chair Garza, Vice Chair De Leon, Secretary Aldrete, and Trustee Saenz for celebrating the day with the graduates and their families, and extended his thanks to the employees and volunteers who worked behind the scenes to make the event a success.

TSC ADN Pinning Ceremony

The Associate Degree Nursing candidates for graduation were honored at their pinning ceremony on May 9th. The class was comprised of 15 students, with 100% of the class already receiving job offers. President Rodríguez thanked the Health Professions faculty for producing another class of much-needed healthcare professionals for the community.

TSC Student Leadership Academy Graduation

The Student Leadership Academy graduated 58 students from the program on April 30th. During the semester-long program, students completed a number of activities to earn their designation as a TSC Certified Student Leader. President Rodríguez thanked Chair Garza for participating in the graduation event and the Student Life team for providing the important programming for students.

TSC Registration Round Up

TSC's Registration Roundup, held Saturday, May 4th, was a great success with more than 300 people participating in the event. Prospective students and their families visited with faculty and received assistance in registering for the summer and fall semesters. Future Scorpions, also received help in applying for federal financial aid, grants, and scholarships. President Rodríguez said the event was a great team effort between the Instruction and Student Services Divisions, and was supported by the hard-working facilities team.

TSC/BISD Signing Ceremony WTCE

TSC held the first TSC Career and Technology Education signing day with the Brownsville Independent School District on May 8th. Approximately 100 students signed commitments to take part in TSC's short-term

welding and pipefitting programs. All of the students are receiving full scholarships for tuition and fees. The collaboration was made possible through the partnership of BISD Superintendent Dr. Jesus Chavez, and Career and Technical Education Director, Benita Villarreal. The effort is also supported by industry partners, including Bechtel, Fusion Mechanical, SpaceX, AD Welding, and Boggus Tipton. President Rodriguez thanked Mr. Richard Mesquias, Vice President for External Relations and Workforce Development, and his team, as well as staff from the Student Services Division, for making the event successful. He also thanked Chair Garza for her participation in the signing ceremony. Chair Garza noted that the event was very exciting and that students and their families enjoyed it.

School Safety Spotlight

TSC was selected as a School Safety Spotlight by the Texas School Safety Center for the second time. The college was recognized in the category, Collaborative Community Partnerships, in recognition for its active attack, full-scale multi-jurisdictional exercise. The full scale exercise brought together first responders from throughout the community to collaborate on a response to a fictitious active attack incident on campus. President Rodríguez thanked the Safety and Risk Management department for coordinating the event and congratulated them for the well-earned recognition.

Student Services events

The Student Services Division has been hard at work hosting a number of events, designed to engage students. These include:

- Annual Bougainvillea Ball
- Stop by Student Life events
- And the SGA finals breakfast - providing free waffles to students as a pre-finals treat.

Video Presentation

President Rodríguez shared a video highlighting college activities since the last regular board meeting.

President Rodríguez thanked the Board of Trustees for their continued commitment and support to the college and the communities it serves, and thanked the entire scorpion community for closing out a wonderful Spring 2024 semester.

6. Consideration and Possible Action on the Minutes of the following meetings:

a. Regular Meeting – April 18, 2024

Secretary Aldrete made a motion to approve the minutes of the regular meeting of April 18, 2024. Vice Chair De Leon seconded the motion, which carried unanimously.

7. Finance Committee

Chair Garza called on Secretary Aldrete to present the report.

a. Consideration and possible action on award RFP 24-07 for Auditing Services

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She reviewed the RFQ timeline, scope of work, evaluation committee, scoring tabulation, evaluation criteria, and budget and financial impact. Three vendors responded to the RFQ, with Cascos and Associates receiving the highest score from the committee.

Secretary Aldrete made a motion to award RFQ 24-07 for "Auditing Services" to Cascos & Associates, PC and authorize President Rodríguez to execute the contract, as presented. Trustee Saenz seconded the motion, which carried unanimously.

b. Consideration and possible action on award RFQ 24-15 for "Financial Advising Services"

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She reviewed the RFQ timeline, scope of work, evaluation committee, scoring tabulation, evaluation criteria, and budget and financial impact. Two vendors responded to the RFQ with Estrada Hinojosa & Company, Inc. receiving the highest score from the committee.

Secretary Aldrete made a motion to award RFQ 24-15 for "Financial Advising Services" to Estrada Hinojosa & Company, Inc. and authorize President Rodríguez to execute the contract, as presented. Vice Chair De Leon seconded the motion, which carried unanimously.

c. Consideration and possible action on adoption of the 2024 Historic Preservation Plan Resolution granting tax exemptions to eligible historic sites listed in the 2024 Historic Preservation Plan adopted by the City of Brownsville

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She reviewed the City of Brownsville's 2024 Historic Preservation Plan, which would provide tax exemptions for 101 properties, which was down from 111 properties the previous year.

Secretary Aldrete made a motion to adopt the 2024 Historic Preservation Plan Resolutions granting tax exemptions to eligible historic sites listed in the 2024 Historic Preservation Plan schedule A and the removal of properties in schedules B, C, & D. Trustee Zavaleta seconded the motion, which carried unanimously.

d. Consideration and possible action on approval of Budget Amendment 24-002 to recognize investment income and FAST (state appropriation) revenue

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She reviewed the income received from the college's investment income and FAST revenue, as well as a number of campus projects proposed for funding.

Secretary Aldrete made a motion to approve Budget Amendment 24-002 for Fiscal Year 2024 as presented. Trustee Saenz seconded the motion, which carried unanimously.

e. Consideration and possible action on passing a resolution to designate officer to calculate the no-new-revenue and/or voter-approval tax rate for Tax Year 2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item.

She noted that the resolution is required by the Texas Property Tax Reform Act of 2019. Trustee Saenz thanked Dr. Figueroa for carrying out this duty.

Secretary Aldrete made a motion to approve the resolution to designate officer to calculate the no-new-revenue and/or voter approval tax rate for Tax Year 2024. Vice Chair De Leon seconded the motion, which carried unanimously.

f. Consideration and possible action on approval for depository bank services biennial contract through RFP 18-11 for FY 2024-2025 and subsequent year

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She reported that this is the third and last renewal proposal for depository bank services with Lone Star National Bank as approved by the TSC Board of Trustees on May 19, 2022.

Secretary Aldrete made a motion to approve depository bank services annual services with Lone Star National Bank through RFP 18-11 for FY 2024-2025 and subsequent year. Vice Chair De Leon seconded the motion, which carried unanimously.

g. Consideration and possible action on approval for campus vending machine services annual contract through RFP 21-03 for FY 2024-2025

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She reported that this is the third and last renewal proposal for campus vending services with El Valle Canteen, LLC.

Secretary Aldrete made a motion to approve campus vending machine services annual contract with El Valle Canteen, LLC through RFP 21-03 for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

h. Consideration and possible action on approval for temporary staffing annual services through RFP 22-38 for FY 2024-2025

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She reported that this is the second renewal proposal for temporary staffing services.

Secretary Aldrete made a motion to approve temporary staffing annual services with Laine Federal Solutions, BuzzClan, LLC, and Region Staffing through RFP 22-38 for FY 2024-2025. Trustee Saenz seconded the motion, which carried unanimously.

i. Consideration and possible action on approval for printed and digital advertising annual services for FY 2024-2025

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She noted that the proposed purchase would be made through the sole source purchasing method.

Secretary Aldrete made a motion to approve printed and digital advertising annual services with AIM Media Texas Operating, LLC through sole source purchasing method for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

j. Consideration and possible action on approval for office supplies annual purchases for FY 2024-2025

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She noted that the purchase is proposed to be made through the authorized cooperative purchasing program.

Secretary Aldrete made a motion to approve annual purchases for office supplies from Office Depot through OMNIA contract for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

k. Consideration and possible action on approval for campus data cabling annual services through RFP 22-23 for FY 2024-2025

Mr. Luis Villarreal, Vice President of Information Technology, was called upon to present the item. He noted that the proposal is for the second contract renewal for cabling.

Secretary Aldrete made a motion to approve campus data cabling annual services with BridgeNet Communications, LLC, CS Global Consortium, LLC, International Global Solution, Corp., Network Cabling Services, Inc., and Tele-Pro Communications through RFP 22-23 for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

l. Consideration and possible action on approval of Document and Retention Policy Manager Software License upgrade fees and Related Services

Mr. Luis Villarreal, Vice President of Information Technology, was called upon to present the item. He said the proposal is for the second upgrade request to include contract management for the Purchasing Department.

Secretary Aldrete made a motion to approve license upgrade fees and related services for Document and Retention Policy Manager software from Hyland Software, Inc. through DIR-TSO-4378 contract and authorize President Rodríguez to execute the contract, as presented. Vice Chair De Leon seconded the motion, which carried unanimously.

m. Consideration and possible action on award RFP 24-11 for "Workers' Compensation Insurance"

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She reviewed the RFP timeline, scope of work, pricing tabulation, review criteria, and budget and financial impact. One vendor, Texas Association of School Board, responded to the RFP.

Secretary Aldrete made a motion to award RFP 24-11 for "Workers' Compensation Insurance" to Texas Association of School Board (TASB) Risk Management Fund in the amount of \$70,983 and authorize President Rodríguez to execute the contract, as presented. Vice Chair De Leon seconded the motion, which carried unanimously.

n. Consideration and possible action on approval for business strategy and security consulting annual services through RFP 23-07 for FY 2024-2025

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She said the proposal is for the second available renewal.

Secretary Aldrete made a motion to approve business strategy and security consulting annual services with Security Insights, LLC through RFP 23-07 for FY 2024-2025. Trustee Saenz seconded the motion.

The board engaged in a brief discussion of the firm's stakeholder/owner and registration with TOPS, the Texas online portal for private security firm registration to do business in the state of Texas.

Secretary Aldrete moved to amend the previous motion, and, instead, to table the motion to approve business strategy and security consulting annual services with Security Insights, LLC through RFP 23-07 for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

o. Consideration and possible action on approval for campus fire alarm services biennial contract through RFP 22-30 for FY 2024-2025 and subsequent year

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She said the proposal is for the first and last renewal for campus fire alarm services with Superior Alarms. The board engaged in a brief discussion of the alarm testing schedule.

Secretary Aldrete made a motion to approve campus fire alarm services with Superior Alarms through RFP 22-30 for FY 2024-2025 and subsequent year. Vice Chair De Leon seconded the motion, which carried unanimously.

p. Consideration and possible action on approval for audiovisual annual services for college events for FY 2024-2025

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She said the proposal is to continue with lighting and audio services provided by 421 Productions through the cooperative purchasing program.

Secretary Aldrete made a motion to approve annual audiovisual services for college events from 421 Productions through Buyboard contract for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

q. Consideration and possible action on approval of television and digital advertising annual services for FY 2024-2025

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She said the proposal is to continue with television and digital advertising services in accordance with sole source authorized purchasing methods.

Secretary Aldrete made a motion to approve television and digital advertising annual services with Charter Communications Holdings, LLC., DBA Spectrum Reach, Entravision Communications Corp., Mobile Video Tapes, Inc., NBC Universal, LLC and NexStar Broadcasting Group through sole source purchasing method for FY 2024-2025. Trustee Saenz seconded the motion, which carried unanimously.

r. Consideration and possible action on approval for billboard advertising annual services for FY 2024-2025

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She said the proposal is to continue with billboard advertising services in accordance with sole source authorized purchasing methods. The board engaged in a brief discussion of the number and types of billboards the college currently contracts, as well as their locations.

Secretary Aldrete made a motion to approve billboard advertising annual services from Lamar Texas Limited Partnership through sole source purchasing method for FY 2024-2025. Trustee Saenz seconded the motion, which carried unanimously.

s. Consideration and possible action on approval for streaming video & digital advertising annual services for FY 2024-2025

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She said the proposal is to continue with streaming video and digital advertising services in accordance with sole source authorized purchasing methods.

Secretary Aldrete made a motion to approve streaming video and digital advertising annual services from Dalia Casarez Bowling, dba Rio Sports Live LLC through sole source purchasing method for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

t. Consideration and possible action on approval for approval for promotional items and printing solutions annual purchases through RFP 23-20 for FY 2024-2025

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She said the proposal is for the first renewal for promotional items and printing solutions.

Secretary Aldrete made a motion to approve promotional items and printing solutions annual purchases with 4Imprint, Inc., Big Hit Creative Group, Elite Promotions, Gateway Printing & Office Supply, Inc., Huntington Sky Production LTD (Fast Signs), Luga Incorporated, Printed Promotionals and Slate Group through RFP 23-20 for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

u. Monthly Financial Statement Report for the month ended March 31, 2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Mr. Carlos Pecero, Controller, were called upon to present the item. Mr. Pecero presented the Monthly Financial Statement Report for the month ending March 31, 2024.

The item was for information only. No action was taken.

v. Fund Balance Operation Report

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She reported out on funding for the current number of days of operation for the college.

The item was for information only. No action was taken.

8. Facilities Committee

Chair Garza called upon Secretary Aldrete to present the report.

a. Consideration and possible action on approval for approval for HVAC maintenance supplies annual purchases for FY 2024-2025

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She said the proposal is for the annual renewal for HVAC maintenance supplies in accordance with the cooperative purchasing program.

Secretary Aldrete made a motion to approve annual purchases for HVAC maintenance supplies from Carrier Enterprise, LLC, Trane US, Inc, Perry Mechanical Systems, and InSCO Distributing, Inc. through Buyboard contracts for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

b. Consideration and possible action on approval for campus heating ventilation and air condition annual maintenance services through RFP 21-02 for FY 2024-2025

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She said the proposal is for the third available renewal for HVAC maintenance supplies in accordance with the cooperative purchasing program.

Secretary Aldrete made a motion to approve campus heating ventilation and air condition annual maintenance services with Gulf Mechanical Solutions, LLC and Pro Tech Mechanical, Inc. through RFP 21-02 for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

c. Consideration and possible action on approval for preventative maintenance services for campus thermal plants annual services through RFP 23-11 for FY 2024-2025

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She said the proposal is for the first available renewal for preventive maintenance services for campus thermal plants under RFP 23-11.

Secretary Aldrete made a motion to approve preventive maintenance services for campus thermal plants annual services with Fox Mechanical, LLC through RFP 23-11 for FY 2024-2025. Trustee Saenz seconded the motion, which carried unanimously.

d. Consideration and possible action on approval for lighting/electrical supplies annual purchases for FY 2024-2025

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She said the proposal is to continue with the purchase of lighting/electrical supplies in accordance with the cooperative purchasing program.

Secretary Aldrete made a motion to approve annual purchases for lighting/electrical supplies from C.E.D. dba Bush Supply Company and Dealers Electrical Supply through Buyboard contract for FY 2024-2025. Trustee Saenz seconded the motion, which carried unanimously.

e. Consideration and possible action on approval for maintenance supplies annual purchases for FY 2024-2025

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She said the proposal is to continue with the purchase of maintenance supplies in accordance with the cooperative purchasing program.

Secretary Aldrete made a motion to approve annual purchases for maintenance supplies from Burton Companies, and MSC Industrial Supply through Buyboard contract and from Home Depot, and Lowe's Companies through OMNIA contracts, and Grainger Inc., through both Buyboard and OMNIA contracts for FY 2024-2025. Trustee Saenz seconded the motion, which carried unanimously.

f. Consideration and possible action on approval for or campus lawn and tree annual maintenance services through RFP 22-12 for FY 2024-2025

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She said the proposal is for the second and last renewal for the campus lawn and tree maintenance.

Secretary Aldrete made a motion to approve campus lawn and tree annual maintenance services with American Cuts, LLC through RFP 22-12 for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

g. Consideration and possible action on approval for general building renovations and minor repair annual services through RFP 23-13 for FY 2024-2025

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She said the proposal is for the first available renewal for general building renovations and minor repair services.

Secretary Aldrete made a motion to approve general building renovations and minor repair annual services with CAMCO Industrial Sales and Services, Grand River Maintenance and Services, LLC, Signs and More, LLC, WingCo Construction, LLC, and ZIWA Corporation through RFP 23-13 for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

h. Consideration and possible action on approval for campus custodial annual services through RFP 23-18 for FY 2024-2025

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She said the proposal is for the first available renewal for custodial services. The board engaged in a brief discussion of the college's satisfaction with services in the first year.

Secretary Aldrete made a motion to approve campus custodial annual services with Pritchard Industries, Inc. through RFP 23-18 for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

i. Consideration and possible action approval for fixed asset inventory annual services through RFP 22-36 for FY 2024-2025

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She said the proposal is for the first available renewal for fixed asset inventory services.

Secretary Aldrete made a motion to approve fixed asset inventory annual services with Records Consultants, Inc. through RFP 22-36 for FY 2024-2025. Trustee Saenz seconded the motion, which carried unanimously.

9. Academic Committee

Chair Garza called upon Trustee Zavaleta to present the report.

a. Consideration and possible action on award RFP 24-08 for "Cadet Equipment for Criminal Justice Institute Program"

Mr. Richard Mesquias, Vice President of External Relations and Workforce Development, was called upon to present the item. He said staff proposes to award contracts to two vendors, in case the local vendor is not able to provide all of the items.

Trustee Zavaleta made a motion to award RFP 24-08 for "Cadet Equipment for Criminal Justice Institute Program" to Manny's Mens Wear dba Manny's Uniforms and Brewer & Associates and authorize President Rodríguez to execute the contract, as presented. Secretary Aldrete seconded

the motion, which carried unanimously.

b. Consideration and possible action on award RFP 24-09 for Instructional “Welding Gas & Other Consumables”

Mr. Richard Mesquias, Vice President of External Relations and Workforce Development, was called upon to present the item. He noted that four vendors responded to the RFP, with Matheson Tri-Gas and Triple-S Steel Supply receiving the highest scores from the evaluation committee.

Trustee Zavaleta made a motion to award RFP 24-09 for “Welding Gas & Other Consumables” to Matheson Tri-Gas and Triple-S Steel Supply, LLC dba Alamo Iron Works and authorize President Rodríguez to execute the contract, as presented. Vice Chair De Leon seconded the motion, which carried unanimously.

c. Consideration and possible action on approval for Instructional electrical supplies annual purchases for FY 2024-2025

Mr. Richard Mesquias, Vice President of External Relations and Workforce Development, was called upon to present the item. He said the purchases are proposed to be made through the cooperative purchasing program.

Trustee Zavaleta made a motion to approve annual purchases for electrical supplies from Elliot Electric Supply through Buyboard contract for FY 2024-2025. Secretary Aldrete seconded the motion, which carried unanimously.

d. Consideration and possible action on approval for Instructional plumbing supplies annual purchases for FY 2024-2025

Mr. Richard Mesquias, Vice President of External Relations and Workforce Development, was called upon to present the item. He said the purchases are proposed to be made through the cooperative purchasing program. The board engaged in a brief discussion of the level of funding for the supplies, as compared to last year, which is based on usage of supplies.

Trustee Zavaleta made a motion to approve annual purchases for instructional plumbing supplies from Morrison Supply through Buyboard for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

e. Consideration and possible action on approval for laboratory supplies and annual purchases for FY 2024-2025

Dr. Brian McCormack, Interim Vice President of Instruction, was called upon to present the item. He presented the types of items typically purchased and said the purchases are proposed to be made through the cooperative purchasing program.

Trustee Zavaleta made a motion to approve annual purchases for laboratory supplies from Carolina Biological Supply and VWR International DBA Ward’s Science through Buyboard contract for FY 2024-2025. Secretary Aldrete seconded the motion, which carried unanimously.

f. Consideration and possible action on approval for food products for Child Care Center annual purchases through RFP 22-31 for FY 2024-2025

Dr. Brian McCormack, Interim Vice President of Instruction, was called upon to present the item. He said the proposal is for the second available renewal and provided an overview of the types of items proposed for purchase.

Trustee Zavaleta made a motion to approve food products for Child Care Center annual purchases with Labatt Food Services and Sysco Central Texas through RFP 22-31 for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

g. Consideration and possible action on approval for nursing curriculum testing software annual fees for FY 2024-2025

Dr. Brian McCormack, Interim Vice President of Instruction, was called upon to present the item. He presented information on the vendor that provides the software and said the proposed purchase would be made in accordance with the sole source purchasing method. The board engaged in a brief discussion of the effectiveness of the software, as well as the success of the recent pinning ceremony.

Trustee Zavaleta made a motion to approve annual fees for nursing curriculum testing software from Assessment Technologies Institute through sole source purchasing method for FY 2024-2025. Secretary Aldrete seconded the motion, which carried unanimously.

h. Consideration and possible action on approval for medical simulation manikin warranty fees for FY 2024-2025

Dr. Brian McCormack, Interim Vice President of Instruction, was called upon to present the item. He presented information on the vendor that provides the software and said the proposed purchase would be made in accordance with the sole source purchasing method.

Trustee Zavaleta made a motion to approve annual fees for medical simulation manikin warranty from CAE Healthcare Inc. through sole source purchasing method for FY 2024-2025. Trustee Saenz seconded the motion, which carried unanimously.

i. Consideration and possible action on approval for testing study software annual fees for FY 2024-2025

Dr. Brian McCormack, Interim Vice President of Instruction, was called upon to present the item. He presented information on the vendor that provides the testing study software and said the proposed purchase would be made in accordance with the sole source purchasing method.

Trustee Zavaleta made a motion to approve annual fees for testing study software from Elsevier, Inc. through sole source purchasing method for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

j. Consideration and possible action on approval for library databases for digital resources annual purchases through RFP 21-12 for FY 2024-2025

Mr. Luis Villarreal, Vice President of Information Technology, and Mr. Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technologies, were called upon to present the item. Mr. Villarreal reviewed the items proposed for renewal. The board engaged in a brief discussion of available database usage reports.

Trustee Zavaleta made a motion to approve library databases for digital resources annual purchases with EBSCO Industries, Inc. dba EBSCO Information Systems through RFP 21-12 for "Library Services Platform" FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

k. Consideration and possible action on approval for online tutoring annual services through RFP 23-08 for FY 2024-2025

Mr. Luis Villarreal, Vice President of Information Technology, and Mr. Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technologies, were called upon to present the item. Mr. Villarreal said the proposal is for the first available renewal, and he reviewed the usage reports. The board engaged in a brief discussion of the number of online tutoring hours students use.

Trustee Zavaleta made a motion to approve online tutoring annual services with Brainfuse, Inc. through RFP 23-08 for FY 2024-2025. Secretary Aldrete seconded the motion, which carried unanimously.

l. Consideration and possible action on approval of Learning Tool Interoperability platform for video engagement software annual fees FY 2024-2025

Mr. Luis Villarreal, Vice President of Information Technology, and Mr. Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technologies, were called upon to present the item. Mr. Villarreal said the proposal purchase would be made in accordance with the sole source purchasing method.

Trustee Zavaleta made a motion to approve the learning tool interoperability platform for video engagement software annual fees from PlayPosit through sole source purchasing method for FY 2024-2025. Secretary Aldrete seconded the motion, which carried unanimously.

10. Student Services Committee

Chair Garza called on Trustee Saenz to present the report.

a. Consideration and possible action on approval for Adobe licenses and annual purchases for FY 2024-2025

Mr. Luis Villarreal, Vice President of Information Technology, was called upon to present the item. He presented information on the proposed vendor and said the purchases are proposed to be made through the cooperative purchasing program

Trustee Saenz made a motion to approve annual purchases for Adobe licenses from JourneyEd.com, Inc. through the Texas Department of Information Resources contract DIR-CPO-4451 for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

b. Consideration and possible action on approval for computer/networking equipment and software annual purchases for FY 2024-2025

Mr. Luis Villarreal, Vice President of Information Technology, was called upon to present the item. He reviewed the proposed computer/network equipment and software vendors and said the purchases are proposed to be made through the cooperative purchasing program. The board engaged in a brief discussion of the computer replacement schedule.

Trustee Saenz made a motion to approve annual purchases for computer/networking equipment and software from CDW Government, Inc. through OMNIA contract and from Dell Marketing, LP through the Texas Department of Information Resources DIR-TSO-3763 for FY 2024-2025. Secretary Aldrete seconded the motion, which carried unanimously.

c. Consideration and possible action on approval for Microsoft software annual fees computer/networking equipment and software annual purchases for FY 2024-2025

Mr. Luis Villarreal, Vice President of Information Technology, was called upon to present the item. He reviewed the proposed software vendor and said the purchases are proposed to be made through the cooperative purchasing program.

Trustee Saenz made a motion to approve annual fees for Microsoft software with SHI Government Solutions through the Texas Department of Information Resources contract DIR-TSO-4092 for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

d. Consideration and possible action on approval for fiber optic network and internet annual services for FY 2024-2025

Mr. Luis Villarreal, Vice President of Information Technology, was called upon to present the item. He reviewed the proposed vendor and said the purchases are proposed to be made in accordance with the sole source purchasing method.

Trustee Saenz made a motion to approve fiber optic network and internet annual services from VTX Communications, LLC through Sole Source for FY 2024-2025. Secretary Aldrete seconded the motion, which carried unanimously.

e. Consideration and possible action on approval for athletic supplies and equipment fiber annual purchases for FY 2024-2025

Dr. David Plummer, Vice President of Student Development, and Dr. Armando Ponce, Executive Director of Athletics and Civility, were called upon to present the item. Dr. Ponce reviewed the proposed vendor, and said the purchases are proposed to be made through the cooperative purchasing program.

Trustee Saenz made a motion to approve annual purchases for athletic supplies and equipment from BSN Sports through Buyboard contract for FY 2024-2025. Vice Chair De Leon seconded the motion, which carried unanimously.

f. Consideration and possible action on approval of matching funds for a National Fitness Campaign Fitness Court and Studio grant

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She said TSC was awarded a \$50,000 grant from the National Fitness Campaign in partnership with Blue Cross/Blue Shield of Texas. The court is proposed to be located near the Scorpion Soccer field, Baseball field, and Recreation, Education and Kinesiology Center. The board engaged in a discussion of the benefits the project will bring to the community.

Trustee Saenz made a motion to approve funds of \$217,500 towards the National Fitness Campaign Fitness Court and Studio. Secretary Aldrete seconded the motion, which carried unanimously.

11. Policy Committee

Chair Garza called on Vice Chair De Leon to present the item.

a. Legal Update 47

Mr. Frank Perez, Legal Counsel, provided an overview of the changes made to legal policies from TASB Community College Services. The board reviewed the packet that provides summary sheets for the changes in the report.

The item was for information only. No action was taken.

12. Executive Session

The Board convened in Executive Session at 7:09 p.m.

The Board reconvened in Open Session at 7:56 p.m.

13. Action on Executive Session Matters

a. Consultation with Attorney on Pending or Contemplated Litigation, Section 551.071 Texas Government Code

No action was taken.

b. Consultation with Attorney on Pending Real Estate Issues, Section 551.072 Texas Government Code

No action was taken.

c. Deliberation on Personnel Matters, Section 551.074 Texas Government Code

Trustee Saenz made a motion to approve the Salary Schedule for FY 2023-24, as discussed in Executive Session. Vice Chair De Leon seconded the motion, which passed unanimously.

14. Announcement of Proposed Meeting Dates

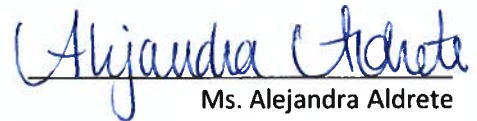
a. Regular Board Meeting – Thursday, June 20, 2024, 5:30 p.m.

15. Adjournment

Secretary Aldrete made a motion to adjourn. Vice Chair De Leon seconded the motion, which carried unanimously. The meeting was adjourned at 7:58 p.m.



Ms. Adela Garza
Chair, Board of Trustees



Ms. Alejandra Aldrete
Secretary, Board of Trustees

The video recording of the Regular Board of Trustees meeting held on May 16, 2024 is available on the TSC.EDU website. These minutes were prepared by Dr. Angela K. McCauley, Chief Institutional Editor and Special Projects. Videotaping of the Board of Trustees' meetings began on April 11, 1996.